

Minutes of Waukesha County Airport Operations Commission
April 13, 2011

Chairman Crowley called the meeting to order at 8:00 a.m.

Commissioners Present: Bluemke, Schoepke, and Crowley. Absent: Richards and Falstad

Others Present: Ken Witt, Midwest ATC; Kurt Stanich, Airport Operations; Harry Becker, Atlantic Aviation; Keith Markano, Airport Manager ; Paul Seul, Horn/Stark Hangar; Patricia Horn, Hangar Owner; Vince Masterson, Waukesha County; and. Val Ramos, Airport Administration

Approve modify minutes of Minutes of March 11, 2011

Bluemke moved with second by Schoepke to approve the March 11, 2011 minutes. Motion passed.

Public Comment/Correspondence - None

Discussion and action on building modifications to hangar 684 Northview Road (A William Stark IV) -

Mr. Markano reviewed the plans prior to the Commission meeting and found everything to be in order. The windows are the same style as the other condo units in the hangar. The County lease state that any changes/modifications must come before the Commission for approval. The plans will also need approval from the City of Waukesha Planning Commission. Only one set of plans was received in our office, another set will be needed for the City. Mr. Markano requested approval of the plans by the Commission for 648 Northview Road.

Bluemke moved with second by Schoepke to approve the plans for 648 Northview Road presented at today's meeting. The motion passed.

Chairman's Report - None

Airport Manager's Report

The Network after Five event was so successful that the Waukesha County Business Alliance asked if the Airport would be interested in hosting the event again in June of 2012. The Waukesha County Business Alliance said they would ask other sponsors to assist the Airport in covering expenses for the event (catering, music, refreshments, etc.). Atlantic Aviation did a great job in assisting with set up and clean-up for the event.

Century Fence – Phase II (Environmental) was completed and there were some items of record, and met with the President of Century Fence. Will be meeting with Finance on coming up with the money for appraisals. The Bureau of Aeronautics Land Acquisition Guide allows for the County to have an appraisal, a review appraiser, a land owner appraisal, another review and a reconciliation. All of these costs are covered if the County ultimately makes the purchase of the property. Karen Braun will help with the documentation and record keeping process. We are probably looking at \$20,000, the State Statutes regulates how much a land owner can spend and it has to be a reasonable amount. The Highway Department has a form they use and we can modify that form for our use for the appraisal.

Hangars 674(T-hangar) and 511 (Gold Block)- Will be meeting with Risk Management today after the meeting to discuss the contracts for demolition of T-hangar 674 and 511. Money (\$35,000) was carried over from the 2010 budget and we were looking at using this money to tear down hangar 674. The T-hangar received extensive damage in last fall's wind and rainstorm. Hangar 511 was inspected last week and noticed that over the winter in several areas the foundation had settled and not just cracked along the mortar joints, it is actually cracked through the block. The architect from Public Works came out to the hangar and he sent out a structural engineer to inspect the hangar. We are waiting for the structural engineer to submit a report to the County on hangar 511. The cost for demolition of 674 came in at \$35,000 and 511 came in at \$26,000.

Tower Activity and Fuel reports

Signage – Two signs will be added: one at highways T & TJ (Silvernail Shopping Center) and one at highways JJ & J (northeast corner of the airport). The State Department Of Transportation has approved the signs by the inter-state and will put up the signs for the County. The signs are on order will be done as soon as they come in by the Department of Public Works. The sign on Northview Road and County Highway FT needs approval by the City of Waukesha. Will be contacting someone at City Hall about this.

Mowing – Mowing RFP went out for bid April 12, 2011 and the pre-bid meeting will be held at 10 a.m. on Tuesday, April 19th and a contract should be awarded by the end of the month. Services were cut down and contracting for areas around the Terminal and Control Tower. Public Works will do landscaping for the rest of the airfield. Final grading is being done by gate 11 and the Control

Tower. Will schedule for a chemical application on the rest of the airfield to keep the weeds and woody vegetation from growing and cut down on mowing costs. Regarding mulch beds – will see if there is any interest from the community/groups to sponsor these. The County might have to purchase products, but they would add plants and maintain the beds to keep them looking nice. Spoke with Anne W from UW-Extension and she suggested a youth themed aviation bed so that when groups came out to the airport they could meet there.

Networking After Five – The corporate and recreational brochures were available for the event. These brochures will be mailed out to the NBAA, WDCEDC, elected officials, Bill Mitchell, and others.

Honor Flight – Decided not to do a hangar dance at the airport because it was too big of an undertaking and not enough time to plan for it. Will try again for next year.

Newsletter - The April Newsletter will be going out soon, if you would like to add anything please get this information to Kurt by the end of the week.

Wings Over Waukesha – Event will take place August 26-28. Wings Over Waukesha is now a corporation and has been designated as a non-profit. This will allow for more flexibility, we can invite more people to participate and allows for sponsorship and donations to be received.

Airport survey – Another survey will be going out to airport users this month. If you have any specific questions you would like included, contact Kurt by April 20th. Supervisors Schoepke and Bluemke would like two questions added to the survey: 1) What are first and secondary source of fueling? 2) Are you flying less because of the fuel prices?

Speaking Engagements – Waukesha County Technical College is holding a transportation week and Mr. Stanich was invited to speak about aviation. This will be a history on transportation for a senior education group.

State Dept of Transportation and Atlantic Aviation – They will be hosting a Wing Seminar on Tuesday, April 19th and Ken Will, Tower Chief, will be speaking. Invitations were sent to pilots/tenants to attend this seminar.

City Building Regulations – Questions have come up regarding hangar having bathrooms that are ADA compliant in private hangars. Have tried to get in touch with City Inspector for clarification/explanation why this is required.

Tower Activity and Fuel – Both have been doing well, up for quarterly comparison. Trend looks upward. Fuel up 13%-14% on the month and year and 6%-7% on the month and year for traffic activity.

Fuel prices: Jet A is \$6.15 and 100 LL is \$6.81 (these are prices before Atlantic discount). Mr. Becker said they are seeing a weekly increase anywhere from 12 to 20 cents.

Bluemke – He received an advertisement from GrandAire (Timmerman) along with a gas coupon encouraging him to fly to Timmerman. They are trying to get aircraft from Waukesha to Timmerman.

Mr. Markano – Wisconsin State Aviation Conference will be in Green Bay this year on May 2nd and 3rd, and Mr. Markano will be doing a presentation on snow removal. The Annual AAAE Conference will be held in Atlanta this year May 14th-18th.

Future Agenda Items

Crowley – Request Mr. Markano to prepare a study analysis for a restaurant on the airport for the next Commission meeting.

Future agenda items:

501C

Naming rights

Restaurant

Adjourn

Schoepke moved with second by Bluemke to adjourn. Motion carried. Meeting adjourned 8:40 a.m.

Next meeting: Wednesday, May 11, 2011 at 8:00 a.m.

Respectfully submitted,

Michael Crowley
Chairman
April 13, 2011